



Plattsburgh, New York

Randal J. Stone
Assistant Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-561-5965
Fax: 518-561-8236
stoner@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Donald Kasprzak
Members of the Common Council

FROM: Assistant Fire Chief, Randal Stone

DATE: September 26, 2013

RE: Fire and Ambulance Responses

For this two week period: Thursday, September 12, 2013 to Wednesday, September 25, 2013
our Department has responded to the following:

Fire Calls 53

- 17 system activations
- 17 EMS assist
- 2 dispatched cancelled enroute
- 1 cooking fire
- 7 MVA
- 2 excessive heat/scorch burns
- 2 smoke/odor removal
- 1 building fire
- 1 arcing- shorted electrical equipment
- 1 electrical wiring/equipment problem
- 1 good intent call
- 1 citizen complaint

Ambulance Calls 104

Mutual Aid by CVPH 16

BUILDING INSPECTOR'S COMPLAINT REPORT: SEPTEMBER 24, 2013

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTED	CORRECTION DATE
5/24/13	8	WALWORTH ST (AKA 6 WALWORTH ST)	WATER IN BASEMENT	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	5/28/13
8/07/13	60	CUMBERLAND AVE	DEAD TREE	JM	VIOLATION NOTICE ISSUED	CORRECTED	8/16/13
8/08/13	18	DURAND ST	INTERIOR VIOLATIONS	KP	VIOLATION NOTICE ISSUED	CORRECTED	9/12/13
8/12/13	19	CHAMPLAIN ST, APT. # 2	HIGH ELECTRIC BILLING	KP	VIOLATION NOTICE ISSUED	CORRECTED	8/12/13
8/29/13	14 (12)	MONTCALM AVE	FLEA INFESTATION	JM	VIOLATION NOTICE ISSUED	CORRECTED	9/20/13
8/6/13	9	MILLER ST	GARBAGE	KP	VIOLATION NOTICE ISSUED	CORRECTED	9/11/13
9/11/13	11	PIKE ST	INTERIOR VIOLATIONS	KP		CORRECTIVE ACTION IN PROCESS	
9/12/13	21	PALMER ST	LARGE NUMBER OF CATS, ODOR, MISC. GARBAGE IN REAR YARD	KP		CORRECTIVE ACTION IN PROCESS	
9/13/13	5	BRIDGE ST	GARBAGE BLOCKING METER READER ACCESS	CB		CORRECTIVE ACTION IN PROCESS	
9/16/13	2	VETERANS LANE	TALL GRASS	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	9/17/13
9/17/13		BRIDGE ST	SIGN	CB		CORRECTIVE ACTION IN PROCESS	

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTED	CORRECTION DATE
9/17/13		CORNELIA ST/DRAPER AVE CORNER	SIGNS	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	9/18/13
9/18/13	71	WALL ST	NOISE FROM WORKING AT NIGHT OUTSIDE AND INSIDE (NO DOORS)	JM		CORRECTIVE ACTION IN PROCESS	
9/18/13	71	WALL ST	NOISE FROM BLOWER	JM		CORRECTIVE ACTION IN PROCESS	
9/19/13	8	STETSON AVE., APT. # 2	SEWAGE BACKING UP IN NEIGHBOR'S SINK	KP	UNFOUNDED	NO CORRECTION REQUIRED	9/19/13
9/20/13	144	MILLER ST	LAWN SALE	JM		CORRECTIVE ACTION IN PROCESS	
9/20/13	45	SAILLY AVE	COUCH ON CITY PROPERTY	KP		CORRECTIVE ACTION IN PROCESS	
9/5/13	21	PALMER ST	COUCH ON CITY PROPERTY	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	9/9/13
9/9/13	138	OAK ST	MATTRESS ON PROPERTY	KP	VIOLATION NOTICE ISSUED	CORRECTED	9/11/13
9/9/13	61	MONTCALM AVE	COUCH ON CITY PROPERTY	KP	VIOLATION NOTICE ISSUED	CORRECTED	9/11/13



Plattsburgh, New York

Building and Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: (518) 563-7707
Fax: (518) 563-6426

September 17, 2013

Honorable Mayor Donald Kasprzak
Members of the Common Council
City Clerk
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor, Councilors and City Clerk:

Please be advised that the Zoning Board of Appeals held a Public Hearing on September 16, 2013, at 7:00 PM in the Common Council Chambers to hear:

<u>APPEAL</u>	<u>APPLICANT</u>	<u>REQUEST</u>
1965	NORTHLAKES, LLC 34 US OVAL	CLASS B VARIANCE TO AMEND A PREVIOUSLY GRANTED VARIANCE TO ERECT 2 ND PRINCIPAL USE BUILDING ON THE SAME LOT GRANTED WITH STIPULATIONS
1982	MOSSBROOK LANDSCAPING 23 FORT BROWN DRIVE	SPECIAL USE PERMIT TO ALLOW FENCE TALLER THAN 6 FEET GRANTED
1983	LINDA LAMARCHE HARWOOD 37-39 PALMER STREET	CLASS B VARIANCE ADDITION ONTO GARAGE, TOO CLOSE TO REAR PROPERTY LINE GRANTED WITH STIPULATIONS

Joseph McMahon
Building Inspector

JM/dj



Plattsburgh Police Department

45 Pine Street

Plattsburgh, New York

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT

Chief of Police

September 16, 2013

Mayor Donald M. Kasprzak
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for August 2013.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for August 2013

	<u>AUG 2013</u>	<u>AUG 2012</u>
TICKETS ISSUED:	106	95
TICKETS COLLECTED:	84	65
REVENUE FOR MONTH:	\$1,744.00	\$2,260.25

YEAR TO DATE TOTALS:

	<u>AUG 2013</u>	<u>AUG 2012</u>
TICKETS ISSUED:	910	1251
TICKETS COLLECTED:	818	1144
REVENUE:	\$27,686.25	\$34,483.00

COMPARISON: Parking tickets issued for AUG. 2013: UP 11
 Parking tickets collected for AUG. 2013: UP 19
 Revenue for AUG. 2013: DOWN \$516.25
 Amount Dismissed: \$607.25

BREAKDOWN FOR JANUARY 2013

7/31/2013

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

SUMMARY OF PARKING TICKETS - BY OFFICER

VL	--DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
1	HANDICAP	0	0	0	7	780	780
2	NO PARKING	0	0	0	3	125	125
4	OVERTIME 30 MIN	0	0	0	1	30.75	30.75
5	OVERTIME 2 HRS	0	0	0	1	30.75	30.75
7	FIRE HYDRANT	0	0	0	1	50	50
11	LEFT WHEEL CURB	0	0	0	2	70	70
26	OVERTIME PARKING	0	0	1	0	0	15
40	UNREGISTERED	3	3	3	0	150	150
41	DOUBLE PARK	0	0	0	0	0	15
42	NO PARKING	4	49	1	2	135.00	4,981.00
43	NO STANDING	0	0	0	0	0.00	15.75
44	SIDEWALK	4	10	10	0	78.00	408.00
46	CROSSWALK	0	0	3	0	0.00	69.00
47	ZONE/CURB	0	0	0	0	0.00	15.00
52	HIGHWAY	1	2	2	0	27.00	62.00
54	DRIVEWAY/BLOCK	0	0	3	0	0.00	318.00
55	TAXI ZONE	3	48	48	0	62.25	2,774.25
57	CROSSWALK 20'	1	2	2	0	16.50	31.50
60	OBST. SIDEWALK	2	2	2	0	30.00	30.00
62	FIRE HYDRANT	1	1	1	0	15.00	357.75
64	WWY2WAY	4	11	11	1	75.00	246.00
67	ANGLE	0	0	0	0	0.00	607.50
68	OVERLINE	0	0	1	0	0.00	80.25
70	OVERTIME 30 MIN	0	0	0	0	0.00	270.00
71	OVERTIME 1 HR	0	0	0	0	0.00	478.50
72	OVERTIME 2 HR	6	8	8	27	584.25	8,726.25

73 OVERTIME 4 HR	0	0	1	1	30.75	30.75
78 TIME LOADING	0	0	0	3	0.00	159.00
81 HANDICAP	0	0	0	31	0.00	3,087.00
86 SNOW BAN	0	68	0	55	0.00	10,167.50
87 LIM SNOW BAN	0	0	0	10	0.00	417.50
88 UNSPECTED	1	1	7	8	400.00	450.00
89 UNREG MV	0	0	0	2	0.00	278.25
90 NO PARKING EVEN	0	0	8	14	125.25	278.25
91 NO PARKING ODD	0	0	2	11	33.00	235.50
95 20' INTERSECTION	0	0	0	1	0.00	15.00
98 12" CURB	0	0	1	10	15.00	229.50
101 FACING WRONG2W	0	0	6	6	90.00	90.00
107 SNOW 12:01-6 AM	0	0	0	26	0.00	2,207.50
Other	0	6	21	38	1,086.50	908.25
TOTALS:	30	220	76	704	2,953.50	38,204.75

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254 106

TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 254 918

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93% 28.3 %

PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83. 71.7 %

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93% 23.31 %

PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.0 76.69 %



STATE OF NEW YORK
Department of Transportation
317 Washington Street
Watertown, N.Y. 13601

Mark Frechette
Acting Regional Director

Joan McDonald
Commissioner

September 4, 2013

City of Plattsburgh
Attn: Arsene Brodie
Supt. of Public Works
41 City Hall Place
Plattsburgh, NY 12901

SUBJECT: SHARED SERVICES AGREEMENT

Dear Mr. Brodie:

Enclosed is the necessary paperwork to enter into a Shared Services Agreement between the City of Plattsburgh and the New York State Department of Transportation for a term of one (1) year. Note that the time period for this Agreement is from November 1, 2013 to October 31, 2014. If both parties agree, this Agreement can be extended for an additional three years in one year increments.

The paperwork enclosed includes 3 full sets of the Agreement, and 3 additional sets of the signature pages (pages 5 and 6). All signatures on all copies need to be original. No photocopies are allowed.

The paperwork needs to be completed as follows.

On Page 1, line 1, enter that date that you sign the Agreement.

Either you or another City official need to sign Page 5 (in all three full sets and on the three additional signature pages) of the agreement in the section marked:

MUNICIPALITY
BY

Page 6 must be certified and notarized (in all three full sets and on the three additional signature pages).

Also, on Page 17 all three copies need to be signed in the section marked:

To be completed by Lender:

Request approved

Date: _____

Lastly, you need to include three copies of a completed resolution authorizing the City to enter into the Agreement with the NYSDOT. Each copy of the resolution needs an original signature and the City's seal.

Please return all materials to me at the above address. If you have any questions on this matter, you can contact me at (315) 785-2316 or the above address.

Sincerely,



Dennis P. Pawlicki, P.E.
Asst. Director of Operations
Region 7

CC: Valmekie Basil, Clinton Co. Resident Engineer

DPP/dp

Encl.



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)


Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

September 16, 2013

To: Mayor Donald Kasprzak

From: Bill Treacy, Manager 

Subject: Sale of Surplus and Scrap Substation Equipment, PMLD Bid 2013-9-1
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated six bids received on September 12, 2013 for the Sale of Surplus and Scrap Substation Equipment.

We recommend award to **Transformer Services, Inc., Concord, NH 03301** for the purchased amount of **\$32,000.00**. We are satisfied based on review of their experience that they can properly dispose of these old transformers and switchgear and provide us the proper documentation to comply with environmental regulations.

If you have any questions, please contact me. Thank you for your attention to this matter.

Atch 1 Bid Results

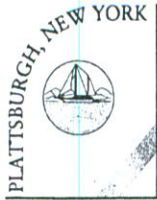
CC: City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-9-1

2013 4-1

Sept 18, 2013


NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Ad A & Corp m et al 203 St Rt 5th Mt Wmfield N.Y. 13441		✓	
Transformer Line Dr 1031071 Concord N.Y.		✓	
George Martin Shurt & Corp 10 Box 385 Keeseville N.Y. 13448		✓	
1st of N.Y. Llc 34 Falls Industrial Park Rd, Hudson N.Y. 12534		✓	
Met-Recy 2975 Industrial Blvd. Town & Shree		✓	
Aero 3 Scap m et al Inc		✓	
195 Aero Rd Glenburgh Ctr, N.Y. 12934		✓	

490 1288



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak
FROM: William J. Treacy, P.E., Manager 
RE: Unpaid Final Bill Account Write-off
DATE: September 17, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from **July 1, 2012 to July 31, 2012.** **The amount of the write-off will be \$3,010.15.** The percentage of write-offs for this period is .30%.

Sales for this time period were \$993,032.74.

Payments on letters sent out on final accounts for this period were \$2,678.17.

This write-off of unpaid bills represents 22 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 9 customers
\$50.01 to \$100.00 – 4 customers
\$100.01 to \$150.00 – 3 customers
\$200.00 to \$300.00 – 3 customers
\$393.62 – 1 customer
\$432.60 – 1 customer
\$464.94 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

Date: September 17, 2013
MEMO TO: Mayor Kasprzak
FROM: Richard Marks
RE: Police Department – Budget Adjustment

It is being requested from the Police Department to adjust amounts for the 2013 Budget as follows:

Decrease Appropriation:	Regular Payroll	1-3120000-1100	\$50,000.00
Increase Appropriation:	Technical & Special Equipment	1-3120000-4330	\$ 2,100.00
	Personal Clothing	1-3120000-4360	17,000.00
	Contracted Services	1-3120000-4430	6,700.00
	Fees for Services	1-3120000-4440	15,000.00
	Repairs to Motor Vehicles	1-3120000-4452	9,200.00

This request will provide an increase to the 2013 budgeted appropriations for several contractual account items that are running over budget year-to-date as listed above. The corresponding decrease to the 2013 budgeted appropriations for regular payroll will provide for the funding needed to increase the budgeted contractual appropriations. This adjustment increases and decreases the 2013 General Fund Budget by \$50,000.00, equally, creating no change in the total budget.

Thank you for your attention to this request.

Cc: Carole Garcia
Chief Desmond Racicot
Heather Silver



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

September 18, 2013

To: Mayor Donald M. Kasprzak

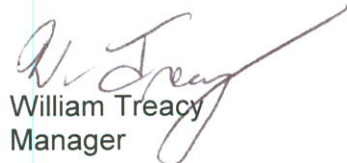
Subject: Electric Meters Revenue Type – Bid No. 2013-9-2
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the single bid received on September 17, 2013 for the above subject contract.

We recommend award to **GoTToGo Electric, Inc, LeRoy, NY** in the total amount of **\$89,636.00.**

If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,


William Treacy
Manager

CC: City Clerk
Councilor Jackson, PMLD Liaison
MLD Financial Director
Bid 2013-9-2 File



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

TO: Mayor Kasprzak and Members of the Common Council

FR: Richard A. Marks, City Chamberlain

DA: September 20, 2013

RE: Capital Project Closures

It is respectfully requested that the City Chamberlain be authorized to close the following Capital Projects. These projects have been designated as finished by the City Engineer and/or the Environmental Engineer. Applicable funding is in place.

- H5110.13 2005 GIS Project
- H5110.20 2007 Akey Road Landfill Site Closure Project
- H5110.29 2011 Storm Sewer Construction Project
- H5110.33 2011 General Street Resurfacing Project
- H7220.39 2010 Crete Gym Renovation and Equipment Project
- H8320.61 2006 Water Filtration Plant Project
- H8320.67 2010 Water System Upgrade & Meter Reading Project
- H8320.71 2012 Water System Upgrade Project
- H8320.72 2012 Water Distribution Improvements Project

RAM/cg



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

September 23,, 2013

To: Mayor Donald M. Kasprzak

Subject: Emergency Work Order Quote 2013-13060
Repair Diesel Plant Concrete Floor

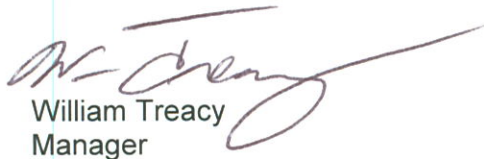
The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated six quotes for the emergency repair received on September 20, 2013..

We recommend award to **Ed Garrow & Sons, Inc., Plattsburgh, NY** in the total amount of **\$51,300.00**.

The material for the project is being purchased by PMLD (separate from the contract award) from various sources in the additional amount of \$20,000.00.

If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,



William Treacy
Manager

CC: City Clerk
Councilor Jackson, PMLD Liaison
MLD Financial Director
WO Quote 2013-13060 File

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